2015-16 STEM MENTOR PROGRAM OVERVIEW:

The 2015-16 STEM Mentor Program brings together MassBay Community College STEM students and regional employers in a collaborative program that facilitates one-on-one mentoring relationships and provides substantive, skills-based and networking programs throughout the year. Employer partnerships include Sanofi R&D, MathWorks, the US Army Corps of Engineers, and other regional employers. The STEM Mentor Program is funded by Sanofi Genzyme and STEM Starter Academy grants.

2015-16 STEM MENTOR PROGRAM GOALS:

1) provide a structured and supportive setting for STEM students to connect with mentors and nurture the mentoring relationship; 2) improve focus on and performance in school; 3) help students build confidence, resilience, self-awareness and social capital; 4) develop employer-desired soft skills such as critical thinking, writing, and oral communication; 5) increase access to professional networks and understand workplace expectations for STEM professionals.

HOW THE PROGRAM WORKS:

The STEM Mentor Program runs throughout the course of the 2015-2016 academic year. The program includes individual meetings between mentors and mentees, group activities, social events and workshops. Potential mentors and mentees receive independent orientation/training sessions that provide an overview of the program, expectations of the mentor/mentee relationships, the roles, responsibilities and benefits of each party and suggested activities to do together. Mentors and mentees complete an application form which serves as the basis upon which the pairs are matched.

Mentor/mentee pairs are required to meet at least once a month in person and communicate more frequently via phone or virtually. The first meeting is typically at the Kick-Off Reception which will be held on October 1st. For those unable to attend or joining the program mid-cycle, pairs can decide on a meeting time and place that is mutually convenient. Mentees are responsible for taking the initiative to reach out to their mentor and are the drivers of the relationship. Accountability and trust for both parties is critical, confidentiality must be maintained at all times and pairs must make every effort to be respectful of each other’s time.

Mentors and mentees are asked for their feedback via a formal survey in December and again at the conclusion of the program in April/May. The commitment to this program for both parties is the 2015-2016 academic year which begins in October, 2015 and concludes in May, 2016.

SUGGESTED ACTIVITIES FOR MENTORS AND MENTEES:

A STEM Mentor Program Guide is distributed at the Kick-Off Reception and given to those joining the program at different points during the year. Among other things, the Program Guide provides suggested activities for the mentor/mentee pairs to do together. Some common activities include: reviewing resume and cover letters together,
discussing study and time-management skills; attending a professional networking or company event together; inviting mentee to job shadow mentor at work; helping mentee prepare for an internship or job interview; reviewing a school paper or presentation mentee has prepared; discussing course selections/curriculum planning; doing something social together (e.g. go to a movie, sporting event, lunch).

PROGRAMMING:

Throughout the course of the academic year, the STEM Division provides programming for the mentees as well as the larger MassBay STEM student population. The programs, “STEM Forums,” are presented once or twice a month. Program topics range from substantive, Gene Therapy, to skills-based, Creating a Winning LinkedIn Profile, to professional development-focused, Professional Etiquette and Communication. In addition to the “STEM Forums,” a Mentor Program Kick-Off Reception and Year-End Celebration are held. Mentees are expected to attend all of the programs offered, but are required to attend at least two of the programs. Mentors are welcome at any of the “STEM Forums,” but attendance is not necessary for the mentors unless they are serving as a panelist or presenter.

2015/16 STEM MENTOR PROGRAM TIMELINE:

July-August: Professionals receive information about STEM Mentor Program
• Attend STEM Mentor Program Information Session
• Communicate directly with STEM Mentor Program staff
Distribute STEM Mentor Program applications to professionals

Sept.-Oct.: STEM Mentor Program Information Session for students
Distribute and collect Mentor Program applications from students and professionals
Mentors/Mentees matched
Kick-Off Reception (October 1st)
Check-in with mentors/mentees re: questions, concerns, guidance
Programming for STEM students and mentees

Nov.-Dec.: Programming for STEM students and mentees
Holiday networking program for mentors/mentees
Mid-year feedback survey distributed to mentors and mentees

Jan.-March: Second semester check-in with mentees (end of January)
Produce mid-year feedback report based on survey responses
Follow-up with mentees not returning to MassBay for spring semester
New mentees/mentors join program for spring semester
Programming for STEM students and mentees

April-May: Programming for STEM students and mentees
Year-End Reception (April 14th, 2016)
Spring semester feedback survey distributed to mentors and mentees
Produce year-end report based on survey responses

STEM MENTOR PROGRAM CONTACT INFORMATION:

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